

ROUTING AND TRANSMITTAL SLIP		Date
TO: (Name, office symbol, room number, building, Agency/Post)		31 March 1987
1. Director of Logistics	Initials	Date
2. DDL	<i>[Signature]</i>	1/4
3. EO	<i>[Signature]</i>	6/01
4. Needs OL files	<i>[Signature]</i>	4/01
5. Copy		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	
REMARKS		

John --

FMD recommends D/L concurrence as the renovation provides for the use of modular furniture and open landscaping. We have advised the DO that the \$34,000 estimate is an educated wag and does not, in any way, reflect a firm price estimate.



DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Chief, FMD, OL

Room No.—Bldg.
3E14 Hqs

Phone No.

8041-102

* U.S.G.P.O.: 1983 - 421-529/320

OPTIONAL FORM
Prescribed by GSA
FPMR (41 CFR) 101-11.206

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FR/87-052



25 MAR 87

MEMORANDUM FOR: Deputy Director for Operations

THROUGH: Chief, Evaluation and Plans Staff
Director of Logistics
Chief, [] Budget and Finance

FROM: []

SUBJECT: Approval for Renovation of []
Support Staff

1. Your approval is requested to permit []
Support Staff to renovate their existing office space in 2E19
Headquarters Building.

2. The existing space configuration in Headquarters, room
2E19, was designed to accommodate [] persons. During the
past year we have given up 80 sq. ft. of personnel space to build
the Computer Equipment Room (CER) required for the [] Wang
Alliance System and added two additional persons, one full and one
part-time to our Personnel Section. The obvious result has been
the creation of crowded conditions that impact adversely upon
morale and professionalism.

3. Several months ago, the Architectural Design Staff (ADS)
configured, at our request, alternative design using an open floor
plan and modular furniture. The cost is estimated at \$34,000.00.
[] presently has funding set aside in this amount. We would like
to move forward on this project as soon as possible.

All portions of this
document are SECRET

~~SECRET~~

SECRET

25X1 SUBJECT: Approval for Renovation of [redacted]
Support Staff

25X1 4. Any questions on funding can be directed to [redacted] Budget
25X1 Officer, [redacted] If there are any questions
25X1 regarding this memo, please contact our [redacted] Logistics Officer,
25X1 [redacted]
25X1 [redacted]

25X1 [redacted]
[redacted]
Chief, FR/Budget and Finance

25X1 [redacted]
[redacted]
Director of Logistics

ILLEGIB [redacted]
[redacted]
Chief, Evaluation and Plans Staff

/s/ Clair E. George
Deputy Director for Operations

24 MAR 1987

Date

1 APR 1987

Date

17 APR 1987

Date

20 APR 1987

Date

-2-

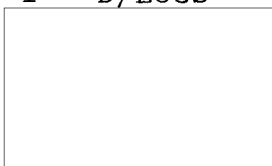
SECRET

SECRET

25X1 SUBJECT: Approval for Renovation of [REDACTED]
Support Staff

25X1 DDO/C [REDACTED] (12 March 87)
Distribution:
 Orig - Addressee (to be returned to originator)
 1 - DDO Registry
 1 - DDO
 1 - C/EPS
 1 - D/LOGS

25X1



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SECRET